

TA-46 Diversity Group Activity
E-DO, E-ESO, E-ST, E-WM, and E-WFO

Discuss Purpose

The group discussed the DVO direction to conduct a group exercise with a task to deliver to DVO a recommendation.

Define Diversity

We defined diversity as a range of characteristics and valuing that range. We also discussed that it was being accepting of each other and seeing commonalities.

Share Experience

We discussed diversity incidents in our own work lives. We shared our stories. We talked about how it felt to be the youngest person in a meeting, the only woman in a meeting, the new person in a group. We shared experiences about how welcome we felt when as the new person, our arrival was celebrated and we were introduced to those around us. The idea of having “someone to look out for us” when we were the new person was a memorable experience for a few of us.

Discuss Objectives and Determine Exercise

After reviewing the exercise options, the group decided to modify the hospitality exercise to discuss how E Division could be more hospitable to students.

Conduct Exercise

From the discussion, here are the ideas we boarded:

- Introductions. Take the time to introduce students to those around them. Also, take the time to introduce yourself to students and tell them what you do.
- Celebrations. Have a lunch with the Director for the students.
- Materials, Supplies, Workspace. Make sure the student has the materials they need to do their job.
- Yearbook. Prepare a document with brief biographies on each employee. One cannot remember everyone’s name and their job assignment.
- Orientation. Working with HR, we need to have some site-specific information such as telephone list, Visitors Guide, etc.
- Lunch. Mentors should take the time to take their students to lunch.
- Student Association. The Student Association should clarify guidance to mentors so students are fully aware of all available opportunities.
- Mentor Meeting. All mentors in E Division should meet to coordinate a team effort for supporting students.

Next Steps

Activity	Lead
Send a message to DVO	Completed April 28 (See Page 3)
Lunch with the Director	E-DO
Orientation	HR
Work with HR on Student Orientation Packet	Volunteer

C:\My Documents\Personnel\Diversity\Activity April 27.doc

Schedule another exercise	Volunteer
Show a video on diversity from the 7 Habits training at an E Division all hands meeting	E-DO
Coordinate informal gatherings of small groups of students and staff	Volunteers
Keep the message alive	All

Message to DVO

Group Name: E-DO, E-ESO, E-ST, E-WFO, E-WM/OSR.

Exercise # 6: Creativity - After a review of the exercises provided by the Diversity Office, the group decided to discuss hospitality as it relates to students. In other words, what can we do to help students feel welcome at the site and a part of the E Division team.

Suggestions: Our recommendation to the Diversity Office is to increase communication between mentors and the Student Association so mentors can help students take advantage of all opportunities available to them.